



# Foreign Affairs Manual

## 1 FAM – Organization and Functions

**Change Transmittal:** ORG-292

**Date:** January 4, 2013

### **1 FAM 340** **BUREAU OF EDUCATIONAL AND CULTURAL** **AFFAIRS (ECA)**

#### **Changes**

1. This change transmittal updates 1 FAM 340 to accurately reflect the organization of the Bureau of Educational and Cultural Affairs.

<b>Old Location</b>	<b>Old Title</b>	<b>New Location</b>	<b>New Title</b>
1 FAM 346.1	Office of Exchange Coordination and Compliance (ECA/EC/ECC)	1 FAM 346.4	Office of Exchange Coordination and Compliance (ECA/EC/ECC) (text rewritten)
		1 FAM 346.1	Office of Deputy Assistant Secretary – Policy and Program Support Unit (ECA/EC)

2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words or is entirely new, we did **not** use *dark magenta italic*. The CT line in each section shows when that section last changed.
3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).
4. The office responsible for this substantive update is ECA. Direct questions on these changes to the Office of Directives Management (A/GIS/DIR).

## **Filing Instructions for Paper Copies**

1. Remove and discard old subchapter 1 FAM 340 (CT:ORG-270; 06-05-2012) and insert new subchapter 1 FAM 340(CT:ORG-292; 01-04-2013).
2. After inserting the material in the binder, insert this Change Transmittal immediately following the CT Checklist, then fill in the entry line for CT:ORG-292, and initial.

## **Distribution Notice**

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues.